

PHAPlans

5YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2004

NorfolkRedevelopmentandHousingAuthority
April21,2003

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan
Agency Identification**

PHAName: Norfolk Redevelopment and Housing Authority

PHANumber: VA006

PHAFiscalYearBeginning: 07/2003

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- X** Main administrative office of the PHA
- X** PHA development management offices
- X** PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- X** Main administrative office of the PHA – **201 Granby Street, 11th floor, Public Relations and Marketing office**
- X** PHA development management offices **(See listing on page 2)**
- X** PHA local offices – **910 Ballentine Blvd.**
- X** Main administrative office of the local government – **City Hall Bldg. Division of City Planning, 5th floor**
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- X** Public library: **Kirn Library, City Hall Avenue and Blyden Branch at 879 E. Princess Anne Rd.**
- X** PHA website: **www.nrha.va.us**
- X** Other (list below):
 - **Norfolk Public School – High Schools Only**
 - **Homeless Shelters: The Dwelling Place, FOR Kids, Inc., and the Union Mission**
 - **Tenant Management Offices in each public housing community**

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA (Public Relations office 11th floor)
☐ PHA development management offices
☒ Other (list below)
910 Ballentine Blvd.

PHA DEVELOPMENT MANAGEMENT OFFICES LISTING

Calvert Square - 8900 Bagnall Rd, 624 - 8611
Diggs Town - 1619 Vernon Drive, 624 - 8606
Grandy Village - 3151 Kimball Terrace, 624 - 8608
Oakleaf Forest - 1701 Greenleaf Drive, 624 - 8612
Roberts Village - 2726 Monrovia Drive, 624 - 8603
Tidewater Gardens - 450 Walke Street, 624 - 8602
Young Terrace - 816 Cumberland Street, 624 - 8610
Bobbitt Midrise - 5920 Poplar Hall Drive, 624 - 8616
Hunter Square Midrise - 825 Goff Street, 624 - 8619
Robert Partrea Midrise - 701 Easy Street, 624 - 8618
Sykes Midrise - 555 E. Liberty Street, 624 - 8617

TENANT/RESIDENT MANAGEMENT CORPORATIONS (TMC/RMC OFFICES)

Calvert Square Advisory Council - 938 Bagnall Road, 625 - 3070
Diggs Town TMC - 1619 Greenleaf Drive, 543 - 0316
Grandy Village TMC - 705 Kimball Court, 627 - 2613
Oakleaf Forest TMC - 1800 Greenleaf Drive, 543 - 3568
Roberts Village RMC - 2771 Monrovia Drive, 623 - 1562
Tidewater Gardens TMC - 1016 Mariner Street, 625 - 2926
Young Terrace TMC - 823 Smith Street, 625 - 3006
Bobbitt Advisory Council - 5920 Poplar Hall Drive, 624 - 8616
Hunter Square Advisory Council - 825 Goff Street, 625 - 1434
Robert Partrea Advisory Council - 701 Easy Street, 624 - 8616
Sykes Advisory Council - 555 Liberty Street, 624 - 8617

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X** The PHA's mission is: (state mission here)
The mission of NRHA is to improve the physical and social environment, thereby enabling the people and the neighborhoods of Norfolk to reach their greatest potential.

NRHA's Vision:

NRHA will be a world -class leader in providing housing, housing services, revitalized neighborhoods, and urban development.

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS .** (Quantifiable measures would include target sets such as: numbers of families served or PHA scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- X** PHA Goal: Expand the supply of assisted housing
Objectives:
- X** Apply for additional rental vouchers: **250**
 - X** Reduce public housing vacancies: **Average 13 days unit turn time**
 - X** Leverage private or other public funds to create additional housing opportunities:
 - X** Acquire or build units or developments: **Acquire HUD -owned properties that are in default or deemed "troubled". 150 -300 units**
 - X** Other (list below) **Explore feasibility of "Assisted Living" Housing**

Accomplishments: Average vacant unit turn time has been reduced to an average of 10 days.

- X** PHAGoal:Improvethethequalityofasistedhousing
Objectives:
- X** Improvepublichousingmanagement:(PHASscore)90 -100%
 - X** Improvevouchermanagement:(SEMAPscore)100%
 - X** Increasecustomersatisfaction:
 - 1. Provideannualstafftrainingincustomerrelations**
 - 2. Surveynewresidentswithin90daysofoccupancy**
 - 3. Developandconductcustomerservices/programsurveyof residents**

Accomplishments:NRHAisstrivingtoimproveitsperformancestatus underthenewPHASandSEMAPguidelines.Customerrelations trainingisprovidedtostaffannually.Residentsaresurveyedwithin90 daysofoccupancy,annuallyviaDrugEliminationsurveys,suggestion boxesareinsomemanagementoffices.Inputfromresidentsisalso obtainedthroughFraudHotline,Hotspotcards,“TellTheDirector” brochure.

- X** Concentrateeffortstoimprovespecificmanagementfunctions: (list;e.g.,publichousingfinance;voucherunitinspections)
 - 1. Developscheduledpreventativemaintenanceprogram**
 - 2. Reducecurrentwrite offrateat5%orless**
 - 3. Reducecostsofturnsto20%**
 - 4. Respondtoroutinemaintenancerequestswithin48hours.**

Accomplishments:Preventativemaintenanceprogramdevelopedand implemented.Thecurrentwriteoffrateislessthan3%.Routine maintenancerequestshandledwithin48hours.

- X** Renovateormodernize publichousingunits**337unitsinGrandyVillage willberenovatedandmodernizedconsistentwithNRHA’sFive Communities2010MasterPlan.**

Accomplishment:GrandyVillagecurrentlybeing renovated/modernized.

- X** Demolishordisposeofobsoletepublichousing:

Accomplishment:GrandyVillagewilllose56unitsthroughdemolition, We will build 22 new units, incurring a net loss of 34 units. We are entering a partnership for a limited period of time for the purpose of obtaining tax credit financing for the revitalization of Grandy. This constitutes a legal conveyance of the property to be considered as dispositionoftheproject.Thecommunitywillcontinuetobeoperated aslow -incomehousingandwillcontinuetoreceivefederalsubsidy.We receivedaHOPE 6grantfor175unitsinBowlingGreenand412units

in Roberts Village to be demolished consistent with the Five Communities 2010 Master Plan.

- ☒ Provide replacement public housing: **Requested HOPE 6 funds to replace 300 units of public housing in Bowling Green and Roberts Village consistent with the Five Communities 2010 Master Plan.**

Accomplishment: Received tax credit financing and HOPE 6 funds to develop a 100 unit senior complex, which is currently under construction. Seeking tax -credit financing to develop public housing units in Bowling and Roberts.

- ☒ Provide replacement vouchers: **Requested 385 vouchers for families from Bowling and Roberts Village affected by HOPE 6 activities.**
- ☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☒ Provide voucher mobility counseling:
- ☒ Conduct outreach effort to potential voucher landlords
- ☒ Increase voucher payment standards
- ☒ Implement voucher homeownership program: **At least 5 Section 8 participants will become homeowners as a result of the voucher homeownership program.**
- ☒ Implement public housing or other homeownership programs: **A minimum of 5 families will purchase their scattered site public housing units.**
- ☒ Implement public housing site -based waiting lists: **Elderly housing properties such as Sykes, Partrea, Hunter Square, Bobbitt and Franklin Arms will be the first SBWL effort. After Grandy Village has been renovated, SBWL will be implemented.**
- ☐ Convert public housing to vouchers:
- ☒ Other: (list below) **Will explore the feasibility of developing assisted housing in other locations throughout the City in an effort to decrease concentration of low income persons and to have more mixed income communities.**

Accomplishments: Voucher mobility counseling conducted when staff meets with participants annually. Community meetings have been held to publicize the program in hopes of allaying misconceptions. Newsletter developed for Section 8 landlords. Voucher payment increased to attract more landlords. Section 8 homeownership program developed. One family has purchased their scattered site home. Site

based waiting list due to be implemented at Franklin Arms and Grandy Village. Also seeking site based waiting list for developments within the Hope VI area. Staff currently working with City to identify areas where mixed income housing can be developed.

HUD Strategic Goal: Improve community quality of life and economic vitality

X PHA Goal: Provide an improved living environment

Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- X Implement public housing security improvements:**
 - 1. PHDEP survey and NRHA's safety and security survey score improve by 15%. (Drug Elimination ended)**
 - 2. Enhance residents understanding of "One Strike" and trespass policies.**
 - 3. Expand resident patrol program.**
 - 4. Expand community resource officer program.**
 - 5. Implement Neighborhood Watch program (compliment fraud hotline and hotspot cards).**
 - 6. Implement ID card program as customer service offer.**
 - 7. Restore pizza delivery and cab services.**

Accomplishments: PHDEP survey and NRHA survey scores have improved. Community forum held to increase residents' understanding of one strike and trespass policies. Resident leaders were involved in the development of trespass policy.

- X Designated developments or buildings for particular resident groups (elderly, persons with disabilities):**

Accomplishments: Franklin Arms, new complex currently under construction is designated for elderly only. Will continue to explore feasibility of designating a Midrise as assisted living and/or disabled only

- ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

X PHAGoal:Promotese If-sufficiencyandassetdevelopmentofassisted households

Objectives:

- X** Increase thenumberandpercentageofemployedpersons inassisted families**Ofthe875(34%)householdsthatreceiveTANF,175(20%) willbecomeemployed.**
- X** Provideoratractsupp ortiveservicestoimproveassistancerecipients' employability: **EnterintoMOUswithemploymentserviceproviders suchasEmpowerment2010,GoodwillIndustriesandDSS.**
- X** Provideoratractsupp ortiveservicestoincreaseindependenceforthe elderlyorf amilieswithdisabilities: **EnterinMOUswithEndependence Center,SeniorServicesofSoutheasternVirginia;continuationof servicecoordinator'sgrant;anddevelopinkindserviceagreements withhomehealthcareagencies.**

☐ Other:(list below)

Accomplishments:Relationshipshavebeenestablishedwithvarious agenciestoassistfamilieswithbecomingemployed.

HUDStrategicGoal:EnsureEqualOpportunityinHousingforallAmericans

X PHAGoal:Ensureequalopportunityandaffirmatively furtherfairhousing

Objectives:

- X** Undertakeaffirmativemeasurestoensureaccesstoassistedhousing regardless ofrace,color,religion,nationalorigin,sex,familialstatus,and disability:
- X** Undertakeaffirmativemeasurestoprovideasuitablelivin genvironment forfamilieslivinginassistedhousing,regardless ofrace,color,religion nationalorigin,sex,familialstatus,anddisability:
- X** Undertakeaffirmativemeasurestoensureaccessiblehousingtopersons withallvarietiesofdisabilitiesr egardless ofunitsizerequired:

☐ Other:(listbelow)

OtherPHAGoalsandObjectives:(listbelow)

AnnualPHAPlan
PHAFiscalYear2000
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

X StandardPlan

StreamlinedPlan:

- ☐ **HighPerformingPHA**
- ☐ **SmallAgency(<250PublicHousingUnits)**
- ☐ **AdministeringSection8Only**

☐ **TroubledAgencyPlan**

ii. ExecutiveSummaryoftheAnnualP HAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiativesanddiscretionarypoliciesethePHAhasincludedintheAnnualPlan.

Disposition,demolition,establishingsite -basedwaitinglistforHopeVI communities,exploringviabilityofdesignatingaMidrisefordisabledonly,explore feasibilityofpursuingHope6andotherfundingforotherpublichousing communities.

iii. AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupportingdocuments availableforpublicinspection .

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required Attachments:

- X** Admissions Policy for Deconcentration **ATTACHMENT A**
- X** FY2004 Capital Fund Program Annual Statement **ATTACHMENT B**
- na** Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X** Accomplishments **ATTACHMENT C**
- X** Resident Advisory Board **ATTACHMENT D**

Optional Attachments:

- X** HA Management Organizational Chart **ATTACHMENT E**
- ☐ FY2004 Capital Fund Program 5 Year Action Plan
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- X** Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **ATTACHMENT F**
- X** Other (List below, providing each attachment name)
 - Section 8 Homeownership **ATTACHMENT G**
 - Community Service Requirement **ATTACHMENT H**
 - Definition of Significant Deviation and Modification to the Annual Plan **ATTACHMENT I**
 - Section 8 Capacity Statement **ATTACHMENT J**
 - Resident Serving on NRHA Governing Board **ATTACHMENT K**
 - Voluntary Conversion **ATTACHMENT L**

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X See A&O Policy	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which include the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program X check here if included in the Section 8 Administrative Plan ATTACHMENT F	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary) Five Communities 2010 Master Plan	(specify as needed) Five Year Plan and Annual Plan
X	Accomplishments	Annual plan

1. Statement of Housing Needs

[24 CFR Part 903.79(a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income ≤ 30% of AMI	9,077	4	*	2	NA	1	*
Income > 30% but ≤ 50% of AMI	7,122	3	*	2	NA	1	*
Income > 50% but < 80% of AMI	11,617	2	*	3	NA	1	*
Elderly	6,538	3	*	2	NA	1	*
Families with Disabilities	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA

***See City of Norfolk Consolidated Plan**

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

☒ Consolidated Plan of the Jurisdiction/s

Indicate year: **2003 -2004**

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data

Indicate year:

☐ Other housing market study

Indicate year:

☐ Other sources: (list and indicate year of information)

B. Housing Needsof FamiliesonthePublicHousingandSection8 Tenant-BasedAssistanceWaiti ngLists

State the housing needsof the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site -based or sub-jurisdictional public housing waiting lists at the option.

Housing Needsof FamiliesontheWaitingList			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	732		
Extremely low income <= 30% AMI	571	78%	
Very low income (>30% but <= 50% AMI)	142	19%	
Low income (>50% but < 80% AMI)	19	3%	
Families with children	517	70.63%	
Elderly families	3	.41%	
Families with Disabilities	12	12.57%	
Race/ethnicity- Black	695	94.95%	
Race/ethnicity- White	32	4.37%	
Race/ethnicity- American Indian	2	.27%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	200	27%	
2BR	351	48%	
3BR	140	19%	
4BR	39	5%	
5BR	2	.28%	
5+BR			

HousingNeedsofFamiliesontheWaitingList	
Isthewaitinglistclosed(selectone)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Ify es: Howlonghasitbeenenclosed(#ofmonths)? 34months DoesthePHAexpecttoreopentheListinthePHAPlanyear? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone) <input type="checkbox"/> Section8tenant -basedassistance <input checked="" type="checkbox"/> PublicHousing <input type="checkbox"/> CombinedSection8andPublicHousing <input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional) Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	2,113		
Extremelylow income<=30%AMI	1,871	88%	
Verylowincome (>30%but<=50%AMI)	222	11%	
Lowincome (>50%but<80%AMI)	20	1%	
Familieswith children	1,530	72.4%	
Elderlyfamilies	30	1.42%	
Familieswith Disabilities	314	14.86%	
Race/ethnicity- Black	2,004	94.84%	
Race/ethnicity- White	78	3.69%	
Race/ethnicity- AmerI	12	.58%	
Race/ethnicity- Asians	2	.10%	
Other	15	.80%	
Characteristicsby BedroomSize (PublicHousing Only)			

Housing Needs of Families on the Waiting List			
1BR	583	27.59%	
2BR	1,172	55.47	
3BR	263	12.45%	
4BR	85	4.02%	
5BR	6	.28%	
5+BR	4	.19%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 1 MONTH (Reopen each month) Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes However, opens 3rd Saturday of each month			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off -line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed financed development
- ☒ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below) **Develop more two bedroom units**

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available

- ☒ Leverage affordable housing resources in the community through the creation of mixed -fin ance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- ☐ Other:(list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance
- ☒ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other:(list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other:(list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☒ Seek designation of public housing for the elderly
- ☒ Apply for special -purpose voucher targeted to the elderly, should they become available
- ☒ Other:(list below)

Explore feasibility of developing housing for grandparents with legal custody of grandchildren and “Assisted Living” housing.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☒ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special -purpose voucher targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non -profit agencies that assist families with disabilities
- ☒ Other:(list below)

Develop more 2 -bedroom units.

Need: Specific Family Types: Race **so** ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

☒ Affirmatively market to races/ethnicities show to have disproportionate housing needs

☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

☒ Market the section 8 program to owners outside of areas of poverty/minority concentrations

☒ Other: (list below)

Working with City to develop housing in areas outside areas of poverty.

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints

☒ Staffing constraints

☒ Limited availability of sites for assisted housing

☒ Extent to which particular housing needs are met by other organizations in the community

☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

☒ Influence of the housing market on PHA programs

☒ Community priorities regarding housing assistance

☒ Results of consultation with local or state government

☒ Results of consultation with residents and the Resident Advisory Board

☒ Results of consultation with advocacy groups

☒ Other: (list below) **Shortage of affordable assisted living and to address "aging in place"/decrease early institutionalization and noticed an increase in the numbers of grandparents caring for grandchildren**

2. Statement of Financial Resources

[24C FR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing support services, Section 8 tenant-based assistance, Section 8 support services or other.

FinancialResources: PlannedSourcesandUses		
Sources	Planned\$	PlannedUses
1. FederalGrants(FY2004grants)		
a) PublicHousingOperatingFund	15,719,380	
b) PublicHousingCapitalFund	21,045,870	
c) HOPEVIR revitalization	25,230,569	
d) HOPEVIDemolition	1,451,715	
e) AnnualContributionsfor Section 8Tenant -Based Assistance	14,856,952	
f) PublicHousingDrug EliminationProgram(including anyTechnicalAssistancefunds)	NA	
g) ResidentOpportunityandSelf - SufficiencyGrants	97,200	Publichousing supportiveservices
h) CommunityDevelopmentBlock Grant	6,507,700	
i) HOME	2,024,000	
OtherFederalGrants(listbelow)		
ElderlyServiceCoordinator	\$42,816	Servicecoordination
Empowermentzone		NA
HousingOpportunityProgram		NA
CCDIMicroLoanProgram		NA
NeighborhoodNetworkGrant	250,000	Computercenter activities
Misc.Locallyfundedprojects	4,600,000	
2.PriorYearFederalGrants (unobligatedfundsonly)(list below)		
CFP2002	2,500,000	
BrownfieldsInitiative	2,000,000	
3.PublicHousingDwellingRental Income	6,576,815	Publichousing operation
4.Otherincome (listbelow)		
Homeownership	185,000	
Reserves	8,513,235	
Interest,excessutilities,etc.	200,000	
HomeOpportunity		
Totalresources	111,801,252	

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
X When families are within a certain time of being offered a unit: (state time) **60 days**
☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- X** Criminal or Drug-related activity
X Rental history
X Housekeeping
X Other (describe) **1. School aged children enrolled in school**

2. Credit History

- c. **X** Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
d. **X** Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
e. **X** Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- X** Community-wide list
☐ Sub-jurisdictional lists
X Site-based waiting lists
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- X** PHA main administrative office
☐ PHA development site management office
X Other (list below) **Applications will be accepted at Franklin Arms, Grandy Village (if mixed financing is pursued and approved) and other sites (in and outside of Broad Creek Renaissance area) identified in the Hope VI revitalization plan.**

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site-based waiting lists will the PHA operate in the coming year? **NRHA will have at least two site-based waiting lists (Franklin Arms and Grandy Village) in the upcoming year. However, additional site-based waiting lists will be maintained by another entity or NRHA for those public housing units/sites**

developed in the Broad Creek Renaissance area and identified in the Hope VI revitalization plan.

2. ☒ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously approved site-based waiting list plan)?

If yes, how many lists?

Franklin Arms and Grandy Village were identified in last year's annual plan and were approved by HUD. The sites in the Broad Creek Renaissance area and identified in the Hope VI revitalization plan (in and outside of Broad Creek Renaissance area) are new.

3. ☒ Yes ☐ No: May families be on more than one list simultaneously? If yes, how many lists? **Community-wide waiting list and each site-based waiting list in Franklin Arms, Grandy Village and other mixed income, tax creditor Hope VI communities (in and outside of Broad Creek Renaissance area).**

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

☒ PHA main administrative office

☐ All PHA development management offices

☒ Management offices at developments with site-based waiting lists

☐ At the development to which they would like to apply

☐ Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

☐ One

☐ Two

☒ Three or More

- b. ☐ Yes ☒ No: Is this policy consistent across all waiting list types?

- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: **Residents will be offered a unit in Grandy and Franklin Arms and may choose not to accept the unit in that complex. However, since all units in those two complexes will be the same except for bedroom sizes, they will be put at the bottom of that particular site-based waiting list.**

(4) Admissions Preferences

- a. Income targeting:

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admission to public housing into families at or below 30% of median area income?

- b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- ☒ Emergencies
- ☐ Over-housed
- ☐ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☒ Other: (list below) **504 Compliance**

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contributes to meeting income goals (broad range of incomes)
- ☐ Household that contributes to meeting income requirements (targeting)
- ☒ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 - 1. **Ranking families that are attending job training or college within the jurisdiction:**
 - 2. **Ranking date and time:**
 - 3. **Time on waiting list**

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness
- 3 High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction
- 3 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contributes to meeting income goals (broad range of incomes)
- ☐ Household that contributes to meeting income requirements (targeting)
- 2 Those previously enrolled in educational, training, or upward mobility programs
- 1 Victims of reprisal or hate crimes
- X Other preference(s) (list below):
 - 1. **Ranking families that are attending job training or college within the jurisdiction;**
 - 2. **Ranking date and time**

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X The PHA - resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials
- X Other source (list) **Resident handbook, Community Journal, TMCs community newsletters.**

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- X At an annual reexamination and lease renewal
- X Anytime family composition changes
- X At family request for revision
- X Other (list)
 - 1. **If family has opted to report decrease in income, family must report all changes until next reexamination;**
 - 2. **Minimum rents;**

3. Families determined to have unstable income.

(6) Deconcentration and Income Mixing

a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and development targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other policies** based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

☒ Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

☒ Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub -component 3B. Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☐ Criminal or drug -related activity only to the extent required by law or regulation
X Criminal and drug -related activity, more extensively than required by law or regulation
X More general screening than criminal and drug -related activity (list factors below)
☐ Other (list below)

b. **X** Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. **X** Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. **X** Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC -authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug -related activity
X Other (describe below): **Past rental history with PHA including documented drug related activity or serious problems**

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

- X** None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project -based certificate program
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

- X** PHA main administrative office
☐ Other (list below)

(3) Search Time

a. **X** Yes ☐ No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below: **Medical, employment, and reasonable accommodations.**

(4) Admissions Preferences

a. Income targeting

X Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admission to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. **X** Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- X** Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- X** Victims of domestic violence
- X** Substandard housing
- X** Homelessness
- X** High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- X** Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- X** Residents who live and/or work in your jurisdiction
- X** Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contribute to meeting income goals (broad range of incomes)
- ☐ Household that contribute to meeting income requirements (targeting)
- X** Those previously enrolled in educational, training, or upward mobility programs
- X** Victims of reprisals or hate crimes
- X** Other preference(s) (list below)

1. **Ranking families that are attending job training or college within the jurisdiction;**
2. **Ranking date and time;**
3. **Time on waiting list.**

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness

3 Highrentburden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☒ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below):
 - 1. **Ranking families that are attending job training or college within jurisdiction;**
 - 2. **Ranking date and time**

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one) **Ranking Preference Only**

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: **the pool of applicant families ensure that the PHA will meet income targeting requirements**

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 programs to the public?

- ☒ Through published notices
- ☒ Other (list below) **Through referral to city agencies**

4. PHA Rent Determination Policies

[24 CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub -component 4A.

(1)IncomeBasedRent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

- X** The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
X \$26-\$50

2. ☐ Yes **X** No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below :

c. Rents set at less than 30% than adjusted income

1. **X** Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

3. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

Flat rents

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- X** For the earned income of a previously unemployed household member
X For increases in earned income
☐ Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:
☐ Fixed percentage (other than general rent -setting policy)
If yes, state percentage/s and circumstances below:
☐ For household heads
☐ For other family members
☐ For transportation expenses
X For the non -reimbursed medical expenses of non -disabled or non -elderly families
☐ Other (describe below)

e. Ceiling rents **NA**

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)
(select one)

- ☐ Yes for all developments
☐ Yes but only for some developments
X No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

NA

- ☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

NA

- ☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The "rental value" of the unit
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
X At family option
X Anytime the family experiences an income increase
☐ Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
X Other (list below)

- 1. Anytime there is a change in family composition**
2. Anytime the family is on minimum rent or has unstable income
3. Anytime a decrease is requested, all changes in income must be reported until the next re-determination.

g. ☐ Yes **X** No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market -based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ These section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

B. Section 8 Tenant -Based Assistance

Exemptions: PHA that do not administer Section 8 tenant -based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved ; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☒ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burden of assisted families
- ☒ Other (list below) **Market Analysis**

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

☐

\$0

☐

\$1-\$25

X \$26-\$50

b. ☐ Yes **X** No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

X An organization chart showing the PHA's management structure and organization is attached.

☐

A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

— List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	3,893	500
Section 8 Vouchers	2501	250
Section 8 Certificates	NA	
Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (list individually)	150 (Family unification) 75 CSB (Disabled)	20 10
Public Housing Drug Elimination Program (PHDEP)	NA	-
EDSS	75	30
Service Coordinator	100	30
Other Federal Programs (list individually)		
FSS	150	15

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Welcome Handbook for New Residents
Housing Management Policy and Procedures handbook
Maintenance Charge Catalogue
Pest Extermination Policy and Schedule
Housekeeping Policy
Community Standards Guidelines

(2) Section 8 Management: (list below)

Section 8 Housing Voucher Program Guide

6. PHA Grievance Procedures

[24CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ PHA main administrative office
☒ PHA development management offices
☒ Other (list below) **TMC Offices for written information on the grievance procedures along with forms.**

B. Section 8 Tenant -Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub -component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD -52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **HUD-52837**

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert there)

(2) Optional 5 -Year Action Plan

Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD -52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5 -Year Action Plan for the Capital Fund? (if no, skip to sub -component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program 5 -Year Action Plan is provided below: (if selected, copy the CFP Optional 5 Year Action Plan from the Table Library and insert there)

B. HOPE VI and Public Housing Development and Replacement Activities (Non -Capital Fund)

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☒ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: **Roberts Village, Roberts Village East, and Bowling Green**

2. Development (project) number: **VA006-03,04,and07**

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
☐ Revitalization Plans submitted, pending approval
☒ Revitalization Plan approved
☐ Activities pursuant to an approved Revitalization Plan underway

☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below: **NRHA will explore the viability of applying for a HOPE 6 grant or seek other funding initiatives through HUD that will allow us to modernize the other public housing communities (to include Moton Circle and the other public housing communities) which were included in the Communities 2010 Master Plan.**

☒ Yes ☐ No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?

If yes, list developments or activities below: **Grandy Village, Bowling Green, Roberts Village, Roberts Village East and Franklin Arms. In addition, we might be undertaking mixed finance arrangements pursuant to HOPE 6 revitalization plan on the Marshall Manors site and scattered sites throughout the City of Norfolk. NRHA will also seek mixed finance development activities that will allow us to modernize Moton Circle and the other public housing communities included in the Communities 2010 Master Plan.**

☒ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below: **Offsite replacement housing as a component of the HOPE 6 program and within Bowling, Roberts Village, Roberts Village East and Marshall Manors site. As noted in the above, the HOPE 6 projects and elderly complex are not a part of four Capital Fund Program Annual Statement.**

8. Demolition and Disposition

[24 CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description: **Grandy Village in accordance with the Five Communities 2010 Master Plan, Bowling Green, Roberts Village and Roberts Village East in accordance with the HOPE 6 plan.**

X ☐ Yes No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Grandy Village 1b. Development (project) number: VA006-08
2. Activity type: Demolition X Disposition X Contingent on mixed finance possibilities
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval X (demolition) Planned application X (disposition)
4. Date application approved, submitted, or planned for submission: (24/09/01)
5. Number of units affected: 56 for demolition and 361 for disposition
6. Coverage of action (select one) <input type="checkbox"/> Part of the development X Total development
7. Timeline for activity: a. Actual or projected start date of activity: April 2002 b. Projected end date of activity: December 2005
Demolition/Disposition Activity Description
1a. Development name: Bowling Green 1b. Development (project) number: VA006-07
2. Activity type: Demolition X Disposition X
3. Application status (select one) Approved X Submitted, pending approval Planned application X (disposition)
4. Date application approved, submitted, or planned for submission: 06/02/02 approved for demolition and 01/30/03 approved for disposition
5. Number of units affected: 395 units for demolition and disposition
6. Coverage of action (select one) <input type="checkbox"/> Part of the development X Total development
7. Timeline for activity: a. Actual or projected start date of activity: May 1, 2002 b. Projected end date of activity: June 30, 2005
Demolition/Disposition Activity Description

1a.Developmentname: RobertsVillage
1b.Development(project)number: VA006-03
2.Activitytype:Demolition X Disposition X
3.Applicationstatus(selectone) Approved Xfordemolition Submitted,pendingapproval Plannedapplication Xfordisposition
4.Dateapplicationapproved,submitted,orplannedforsubmission: <u>06/02/02approvedfordemolition,01/30/03approvedfordisposition</u>
5.Numberofunitsaffected: 229
6.Coverageofaction(selectone) <input type="checkbox"/> Partofthedevelopment X Total development
7.Timelineforactivity: a.Actualorprojectedstartdateofactivity: April1,2003 b.Projectendeddateofactivity: June30,2003
Demolition/DispositionActivityDescription
1a.Developmentname: RobertsVillageEast
1b.Development (project)number: VA006-04
2.Activitytype:Demolition X Disposition X
3.Applicationstatus(selectone) Approved Xfordemolitiontobegin4/2004 Submitted,pendingapproval Plannedapplication Xfordisposition5/2004
4.Dateapplicationapproved,submitted,orplannedforsubmission: <u>Submittedfordemolition06/02/02,01/30/03approvedfordisposition</u>
5.Numberofunitsaffected: 189
6.Coverageofaction(selectone) <input type="checkbox"/> Partofthedevelopment X Totaldevelopment
7.T imelineforactivity: a.Actualorprojectedstartdateofactivity: April2004 b.Projectendeddateofactivity: June2004
Demolition/DispositionActivityDescription
1a.Developmentname: FranklinArms
1b.Development(project)number: Nonumbergiven (Newdevelopment))
2.Activitytype:Demolition Disposition X
3.Applicationstatus(selectone) Notapublichousingproperty/taxcredit(new development) ApprovedSubmitted,pendingapproval Plannedapplication
4.Dateapplicationapproved,submitted,orplannedforsubmission: NA

5. Number of units affected: 0 – Cleared site
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 2nd Quarter of 2002 b. Projected end date of activity: 2nd Quarter of 2002

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)
- NRHA was approved for designation for the new Franklin Arms elderly complex. Further we will explore the viability and feasibility of designating a Midrise complex for disabled only and designating part or all of Moton Circle for housing grandparents with custody of their grandchildren.**

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: Franklin Arms
1b. Development (project) number: not yet assigned a number
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>

3.Applicationstatus(selectone)	
Approved;includedinthePHA'sDesignationPlan	<input checked="" type="checkbox"/>
Submitted,pendingapproval	<input type="checkbox"/>
Plannedapplication	<input type="checkbox"/>
4.Datethisdesignationapproved,submitted,orplannedfor submission: <u>Approved</u>	
4. <u>November9,2001</u>	
5.Ifapproved,willthisdesignationconstitutea(selectone)	
<input checked="" type="checkbox"/> NewDesignationPlan	
<input type="checkbox"/> Revisionofapreviously -approvedDesignationPlan?	
6. Numberofunitsaffected: 100	
7.Coverageofaction (selectone)	
<input type="checkbox"/> Partofthedevelopment	
<input checked="" type="checkbox"/> Totaldevelopment	
DesignationofPublicHousingActivityDescription	
1a.Developmentname: Notyetdeterminedwhichsitewillbeused	
1b.Development(project)number: na	
2.Designationtype :	
Occupancybyonlytheelderly	<input type="checkbox"/>
Occupancybyfamilieswithdisabilities	<input checked="" type="checkbox"/>
Occupancybyonlyelderlyfamiliesandfamilieswithdisabilities	<input type="checkbox"/>
3.Applicationstatus(selectone)	
Approved;includedinthePHA'sDesignationPlan	<input type="checkbox"/>
Submitted,pendingapproval	<input type="checkbox"/>
Plannedapplication	<input checked="" type="checkbox"/>
4.Datethisdesignationapproved,submitted,orplannedforsubmission: <u>January2003</u>	
5.Ifapproved,willthisdesignationconstitutea(selectone)	
<input checked="" type="checkbox"/> NewDesignationPlan	
<input type="checkbox"/> Revisionofapreviously -approvedDesignationPlan?	
7. Numberofunitsaffected: 84-114units,dependinguponcomplexselected	
7.Coverageofaction(selectone)	
<input type="checkbox"/> Partofthedevelopment	
<input checked="" type="checkbox"/> Total development	
DesignationofPublicHousingActivityDescription	
1a.Developmentname: MotonCircle	
1b.Development(project)number: 6-5	
2.Designationtype:	
Occupancybyonlytheelderly	<input type="checkbox"/>
Occupancybyfamilieswithdisabilities	<input type="checkbox"/>
Occupancybyonlyelderlyfamiliesandfamilieswithdisabilities	<input checked="" type="checkbox"/>
Other: Willexplorefeasibilityofdesignatingthiscommunityfor grandparentscaringforgrandchildren	
3.Applicationstatus(selectone)	
Approved;includedinthePHA'sDesignationPlan	<input type="checkbox"/>
Submitted,pendingapproval	<input type="checkbox"/>
Plannedapplication	<input checked="" type="checkbox"/> Ifviableandfeasible.
4.Datethisdesignationapproved,submitted,orplannedforsubmission: <u>Iffeasible</u>	
<u>2004,2005</u>	

5.If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
8. Number of units affected: 138 7. Coverage of action (select one) <input type="checkbox"/> Part of the development X Total development Based upon need and feasibility may be all or part.

10. Conversion of Public Housing to Tenant-Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD

FY 1996 HUD Appropriations Act

1. ☐ Yes **X** No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description **NA**

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: NA
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- ☐ Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.79(k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

**Public Housing Homeownership Activity Description
(Complete one for each development affected)**

1a. Development name: **Scattered sites**

1b. Development (project) number: **VA006-24**

2. Federal Program authority:

- ☐ HOPE I
- ☒ 5(h)
- ☐ Turnkey III
- ☐ Section 32 of the USHA of 1937 (effective 10/1/99)

3.Applicationstatus:(selectone) <input checked="" type="checkbox"/> Approved;includedinthePHA'sHomeownershipPlan/Program <input type="checkbox"/> Submitted,pendingap proval <input type="checkbox"/> Plannedapplication
4.DateHomeownershipPlan/Programapproved,submitted,orplannedforsubmission: <u>(08/01/1992)</u>
5. Numberofunitsaffected: 21 6.Coverageofaction:(selectone) <input type="checkbox"/> Partofthedevelopm ent <input checked="" type="checkbox"/> Totaldevelopment

PublicHousingHomeownershipActivityDescription (Completeoneforeachdevelopmentaffected)
1a.Developmentname: HOPE6Sites(BowlingGreen/RobertsVillage/Roberts VillageEast/MarshallManorsite) 1b.Development(project)number: VA006-3,4and7
2.FederalProgramauthority: <input type="checkbox"/> HOPEI <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> TurnkeyIII <input type="checkbox"/> Section32oftheUSHAof1937(effective10/1/99)
3.Applicationstatus:(selectone) <input type="checkbox"/> Approved;includedinthePHA'sHomeownershipPlan/Program <input checked="" type="checkbox"/> Submitted,pendingapproval <input type="checkbox"/> Plannedapplication
4.DateHomeownershipPlan/Programapproved,submitted,orplannedforsubmission: <u>March15,2001</u>
5. Numberofunitsaffecte d: 306homeownershipunits,236ofwhichwillreceive HOPE6subsidyandbeststructuredtoqualifyaspublichousingreplacement units,whileremaining70marketratesunitswillbefinancedwithconventional privatefinancing.Inaddition,NRHAwilldevelop homeownershipopportunities offsitewithinthegreaterBroadCreekRenaissancearea. 6.Coverageofaction:(selectone) <input type="checkbox"/> Partofthedevelopment <input checked="" type="checkbox"/> Totaldevelopment

B.Section8TenantBasedAssistance

1. ☒ Yes ☐ No: Does the PHA planto administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

X Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- X** 25 or fewer participants
☐ 26- 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA established eligibility criteria

X Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

1. Minimum income
2. Landlord recommendation
3. FSS link

12. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

X Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?
If yes, what was the date that agreement was signed? **April 14, 2000**

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- X** Client referrals
X Information sharing regarding mutual clients (for rent determinations and otherwise)
X Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
X Jointly administer programs (**Section 8 Family Unification Program**)
☐ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program
X Other (describe)
1. **NRHA formed a Program Coordinating Committee for the FSS Program with the local TANF agency as one of its members. The committee is expected to coordinate services, eliminate duplication of efforts, and monitor individual as well as program success.**
2. **NRHA provides office space in the site rental office in the Oakleaf Forest community to NDSS for the purpose of providing services to families in the area.**

B. Services and programs offered to residents and participants

(1)General**a. Self-Sufficiency Policies**

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☒ Section 8 admissions policies
- ☒ Preference in admission to section 8 for certain public housing families
- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☒ Preference/eligibility for public housing homeownership option participation
- ☒ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self-Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/PHA main office/other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self-Sufficiency -PH	705	Open enrollment	Development offices	Public housing
Family Self-Sufficiency -Sec 8	137	Open enrollment	PHAMain Office	Section 8
Transitional Housing Program	25	Specific criteria	PHAMain Office	Both
Scattered Sites Homeownership	20	Specific criteria	PHAMain Office	Public Housing
FSS Curriculum	107	FSS participant	PHAMain office and development offices	Both
Youth Job Readiness	204	Ages 14 -21 Open enrollment	Calvert Family Invest. Ctr and development offices	Both
Homebuyers Club	101	FSS enrollee, min. income of \$15,000	PHAMain office and Development offices	Both
Empowerment 2010 Works (EZ)	447	Open enrollment, live in EZ Zone	PHAMain office and development offices	Both
Even Start/Head Start Centers	160	Parent working on GED, child below school age	NPS/STO Org.	Both

Boys and Girls Club Roberts/Diggs	700	Open Enrollment	Boys & Girls Club	Both
Health Ambassadors Program	150	Open Enrollment for Grandy Village and Roberts Village residents	Grandy Village and Roberts Village TMC and development offices	Public Housing
Effective Parenting Classes	45	Open enrollment	Development Offices	Both
Maintenance Training	40	Open Enrollment	Development Offices	Both
Beautification Conference	60	Open Enrollment	Development Offices	Both
Volunteer Recognition	225	Open Enrollment	Development Offices	Public Housing
Leadership Academy	32	Open Enrollment	Development Offices	Public Housing
Tenant Management Corporations	3050	Open enrollment	Development and TMC offices	Public Housing
Youth Tutorial Programs	145	Open Enrollment	Development Offices	Both
College Here We Come	79	10th grade or higher	PHAMain Office, Rec Centers, Dev Offices	Both
Youth Entrepreneurship	75	Open Enrollment for youth	PHAMain Office, Rec Centers/TMC/Dev offices	Both
Youth Scholarship Program	40	High School graduates w/ college acceptance	PHAMain Office/NPS Urban League, Dev/TMC offices	Both
Economic Development and Self Sufficiency	50	FSS and/or TANF	PHAMain Office and Development offices	Both
Alternative HSEducation ♦ Best-Key Program (TCC) ♦ Norfolk Preparatory High (NPS) ♦ Norfolk Marine Institute (NJDC)	12	Specific criteria -Student, referral	PHAMain Office	Both
Transportation Services	21,960 (passenger count)	Open Enrollment	PHAMain Office and Development Offices	Public Housing
Family Investment Centers – Roberts Village, Calvert Square, Hunton YMCA, SHRYMCA	850	Open enrollment	Development offices/On site	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	21	725(6 -30-02)
Section 8	140	137 as of June 30, 2002

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plan to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the area surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti

- ☒ People on waiting list unwilling to move in to one or more developments due to perceived and/or actual level of violent and/or drug -related crime
- ☐ Other (describe below)

2. What information or data did the PHA use to determine the need for PHA action to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs
- ☒ Other (describe below)
- Fraud hotline and hot spot cards**

3. Which developments are most affected? (list below) **All public housing developments**

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime and/or drug -prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at -risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)
- Expanding NRHA youth mentor cadet program and criminal enforcement sweeps as needed**

2. Which developments are most affected? (list below) **All public housing developments**

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents

- X** Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- X** Other activities (list below)
Training of staff, community presentations for residents, and resident training.

2. Which developments are most affected? (list below) **All public housing developments**

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- X** Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes **X** No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes **X** No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.79(n)]

Norfolk Redevelopment and Housing Authority

Pet Policy Summary

Tenants will be allowed to have pets, based on the following conditions:

- ◆ Security deposit of \$150, non-refundable pet fee of \$25.
- ◆ Only domestic household pets allowed, such as a dog, cat, bird, fish, turtle, hamster, gerbil or guinea pig.
- ◆ Only one dog or cat allowed.
- ◆ Dog or cat shall be spayed or neutered.
- ◆ Aggressive or dangerous breeds not allowed.
- ◆ Dogs are not to exceed 25 pounds at (projected) adulthood
- ◆ Pet must be kept in the unit.
- ◆ When outside the unit, pet must be on leash.
- ◆ Deposits will not be required for the following animals: birds, turtles, hamsters, gerbils and fish. However, no more than two (2) birds, turtles, hamsters, gerbils or guinea pigs (all must be caged)
- ◆ No visiting pets allowed.
- ◆ Tenant required to provide proof of ownership, and to comply with all City Ordinances regarding pets, including, but not limited to, applicable leash laws, animal cruelty laws, and laws or ordinances relating to animal licensing and inoculation.
- ◆ Tenant agrees to indemnify and hold harmless from any and all liability and/or property damage resulting either directly or indirectly from Tenant's keeping Tenant's pet on Landlord's public housing premises.
- ◆ Other information contained in the Pet Addendum.

15. Civil Rights Certifications

[24CFRPart903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16.Fiscal Audit

[24CFRPart903.79(p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☒ Yes ☐ No: Were there any findings as the result of that audit?
4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17.PHA Asset Management

[24CFRPart903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
☒ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18.Other Information

[24CFRPart903.79(r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☒ Attached as Attachment (Filename)
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA change d portion of the PHA Plan in response to comments
List changes below:
- X** Other: (list below) **Included within the plan (need for more 2 bedrooms, grandparent housing)**

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes **X** No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub -component C.)
2. ☐ Yes **X** No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub -component C.)

3. Description of Resident Election Process: **NA**

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant -based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy question as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- X** The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

- ☒ ThePHAhasparticipatedinanyconsultationprocessorganizedandofferedby theConsolidatedPlanagencyinthedevelopmentoftheConsolidatedPlan.
- ☒ ThePHAhasconsultedwiththeConsolidatedPlanagencyduringthe developmentofthisPHAPlan.
- ☒ ActivitiestobeundertakenbythePHAinthecomingyearareconsistentwiththe initiativescontainedintheConsolidatedPlan.(listbelow)
- ☐ Other:(listbelow)

4.TheConsolidatedPlanofthejurisdictionsupportsthePHAPlanwiththefollowing actionsandcommitments:(describebelow)

D.OtherInformationRequiredbyHUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Admission Policy for Deconcentration

In accordance with QHWRA, PHA's are required to meet the statutory requirement to develop an admissions policy designed to provide for deconcentration of poverty and income mixing in covered developments. The rule provides for a PHA to undertake the following steps:

- determine average income of all families residing in all covered developments,
- determine average income of families in each covered development,
- determine which developments are outside the established range and
- to provide reasons developments are outside of the established income range.
- The final rule further provides that PHA's may consider a development within 30% of the area median income not having a concentration of higher income families.

Communities are exempt if they are slated for demolition, have less than 100 units or are elderly/disabled complexes. The following communities were not included in the analysis because they are classified as exempt: Roberts Village, Roberts Village East, Bowling Green, North Wellington, Scattered Sites, Bobbitt Midrise, Sykes Midrise, Partea Midrise and Hunter Square Midrise.

Analysis

NRHA determined the average incomes of all families in covered developments collectively and individually. Based on this analysis it was determined that Oakleaf Forest is the only community above the established income range of \$6,654 and \$9,002. However, because the average income falls below 30% of the area median income it is not considered to have a concentration of higher income families.

DECONCENTRATIONRULE

ANALYSIS OF AVERAGE INCOME IN PUBLIC HOUSING COMMUNITIES

	Tidewater Gardens	Roberts Village	Roberts East	Moton	Diggs Town	Bowling Green	Grandy Village	Young Terrace	Calvert Square	Oakleaf Forest	All Communities	Established Income Range	
												85%	115%
Avg. Income	8,076	6,512	7,329	7,806	8,856	7,673	7,874	7,158	7,621	9,555	7,836	6,661	9,011
Below Range	—	—	—	—	—	—	—	—	—	—			
Above Range	—	—	—	—	—	—	—	—	—	—			

DECONCENTRATIONRULE

"January 2002

ANALYSIS OF AVERAGE INCOME IN PUBLIC HOUSING COMMUNITIES

	Tidewater Gardens	Roberts Village	Roberts East	Moton	Diggs Town	Bowling Green	Grandy Village	Young Terrace	Calvert Square	Oakleaf Forest	All Communities	Established Income Range	
												85%	115%
Avg. Income	7,708			7,810	8,878		8,179	6,882	7,254	9,472	7,828	6,654	9,002
Below Range	—	—	—	—	—	—	—	—	—	—			
Above Range	—	—	—	—	—	—	—	—	—	—			

AttachmentB

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Norfolk Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P00650102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non - CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$318,000			
4	1410 Administration	\$450,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$337,500			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$90,000			
10	1460 Dwelling Structures	\$1,829,652			
11	1465.1 Dwelling Equipment — Nonexpendable	\$447,000			
12	1470 Non dwelling Structures	\$500,000			
13	1475 Non dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	\$3,500,000			
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$7,472,152			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security — Soft Costs				
25	Amount of Line 21 Related to Security — Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	\$1,213,652			

AttachmentB

AnnualStatement/PerformanceandEvaluationReport								
CapitalFundProgramandCapital FundProgramReplacementHousingFactor(CFP/CFPRHF)PartI:Summary								
PHAName:NorfolkRedevelopmentandHousingAuthority			GrantTypeandNumber CapitalFundProgramGrantNo: VA36P00650102 ReplacementHousingFactorGrantNo:				FederalFYofGrant: 2002	
<input checked="" type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:)								
<input type="checkbox"/> PerformanceandEvaluationReportforPeriodEn ding: <input type="checkbox"/> FinalPerformanceandEvaluationReport								
Line No.	SummarybyDevelopmentAccount		TotalEstimatedCost			TotalActualCost		
			Original	Revised		Obligated	Expended	
AnnualStatement/PerformanceandEvaluationReport								
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)								
PartII:SupportingPages								
PHAName:		GrantTypeandNumber CapitalFundProgramGrantNo: ReplacementHousingFactorGrantNo:				FederalFYofGrant:		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.AcctNo.	Quantity	TotalEstimatedCost		TotalA ctualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	ComputerSystems	1408		64,000				
“	YouthServices	1408		32,000				
“	StaffTraining	1408		23,000				
“	ResidentManagement	1408		51,000				
“	Security	1408		21,000				
“	LearningCenters	1408		42,000				
“	ResidentManagementInterns	1408		35,000				
“	StrategicPlanning	1408		50,000				
“	Administration	1408		450,000				
“	Inspections	1408		100,000				
	SubtotalHA -Wide			868,000				
Tidewater	A/EBoilers	1430		60,000				

AttachmentB

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary									
PHAName: Norfolk Redevelopment and Housing Authority				Grant Type and Number Capital Fund Program Grant No: VA36P00650102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report									
Line No.	Summary by Development Account			Total Estimated Cost			Total Actual Cost		
			Original		Revised		Obligated		Expended
	VA6 -2	Kitchens	1460		34,000				
		Tile	1460		30,000				
		Ext. Paint	1460		15,000				
		Roofs	1460		21,500				
		Boilers	1470		50,000				
		A/E Playground	1430		2,500				
		Playground	1450		25,000				
		Security Screens	1460		27,000				
		Subtotal			\$265,000				
	Moton	Ranges	1465		42,000				
	VA6 -5	Elec. Upgrade/Gas Demolition	1450		42,000				
		A/E Landscape/playground	1430		25,000				
		Subtotal			\$109,000				
	Diggs	Columns	1460		50,000				
	VA6 -6	A/E Cathodic Protection	1430		18,000				
		Caulking	1460		120,000				
		Subtotal			\$188,000				
	Grandy	Replacement Reserve	1490		\$3,500,000				
	VA6 -8								

AttachmentB

AnnualStatement/PerformanceandEvaluationReport									
CapitalFundProgramandCapital FundProgramReplacementHousingFactor(CFP/CFPRHF)PartI:Summary									
PHAName:NorfolkRedevelopmentandHousingAuthority				GrantTypeandNumber CapitalFundProgramGrantNo: VA36P00650102 ReplacementHousingFactorGrantNo:				FederalFYofGrant: 2002	
<input checked="" type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:) <input type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: <input type="checkbox"/> FinalPerformanceandEvaluationReport									
Line No.	SummarybyDevelopmentAccount			TotalEstimatedCost			TotalActualCost		
			Original		Revised		Obligated		Expended
		Subtotal			\$3,500,000				
	Tidewater	Kitchen	1460		128,000				
	VA6 -9	Tile	1460		60,000				
		Ext.Paint	1460		30,000				
		Roofs	1460		43,500				
		Boilers	1470		100,000				
		A/EPlayground	1430		5,000				
		Playground	1450		50,000				
		SecurityScreens	1460		27,000				
		Subtotal			443,500				
	Young	Boilers	1470		350,000				
	VA6 -10	Kitchens	1460		150,000				
		Tile	1460		140,000				
		Refrigerators	1465		285,000				
		Subtotal			925,000				
	Calvert	A/EBoilers	1430		50,000				
	VA6 -11	Roofs	1460		180,000				
		Refrigerators	1465		120,000				
		Columns	1460		15,000				
		Subtotal			365,000				

AttachmentB

AnnualStatement/PerformanceandEvaluationReport									
CapitalFundProgramandCapital FundProgramReplacementHousingFactor(CFP/CFPRHF)PartI:Summary									
PHAName:NorfolkRedevelopmentandHousingAuthority				GrantTypeandNumber CapitalFundProgramGrantNo: VA36P00650102 ReplacementHousingFactorGrantNo:				FederalFYofGrant: 2002	
<input checked="" type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:) <input type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: <input type="checkbox"/> FinalPerformanceandEvaluationReport									
Line No.	SummarybyDevelopmentAccount			TotalEstimatedCost			TotalActualCost		
			Original		Revised		Obligated		Expended
	Oakleaf	Landscape	1450		15,000				
	VA6 -12	WindowSills	1460		15,000				
		Subtotal			30,000				
	Partrea	HVAC	1460		343,652				
	VA6 -18								
		Subtotal			343,652				
	Huntersquare	Elevators	1460		40,000				
	VA6 -19								
		Subtotal			40,000				
	Bobbitt	HVAC	1460		300,000				
	VA6 -20	InteriorPaint	1460		60,000				
		Subtotal			360,000				
	Sykes	A/EHVAC	1430		60,000				
	VA6 -21								
		Subtotal			60,000				

CapitalFundProgramFive -YearAction Plan

PartI:Summary

PHAName		<input type="checkbox"/> Original5 -YearPlan <input type="checkbox"/> RevisionNo:			
Development Number/Name/HA- Wide	Year1	WorkStatementforYear2 FFYGrant: PHAFY:	WorkStatementforYear3 FFYGrant: PHAFY:	WorkStatementforYear4 FFYGrant: PHAFY:	WorkStatementforYear5 FFYGrant: PHAFY:
	Annual Statement				
TidewaterGardens6 -2		376,000	180,000	610,000	190,000
RobertsVillage6 -3					
RobertsVillageEast 6-4					
MotonCircle6 -5		85,000	155,000	360,000	185,200
DiggsTown6 -6		168,152	258,000	263,000	585,000
BowlingGreen6 -7					
GrandyVillage6 -8		3,500,000	3,500,000		
TidewaterNorth6 -9		710,000	350,000	760,000	310,000
YoungTerrace6 -10		515,000	460,000	3,606,152	4,624,252
CalvertSquare6 -11		385,000	141,000	530,000	150,000
OakleafForest6 -12		220,000	525,000	290,000	300,700
Partrea6 -18		215,000	15,000	30,000	115,000
Huntersquare6 -19		140,000	420,000	30,000	105,000
Bobbitt6 -20		240,000	60,152	100,000	32,000
Sykes6 -21		75,000	565,000	50,000	32,000
CFPFundsListedfor 5-yearplanning					
ReplacementHousing FactorFunds					

CapitalFundProgramFive -YearActionP lan
PartII:SupportingPages —WorkActivities

Activitiesfor Year1	ActivitiesforYear:2 FFYGrant: PHAFY:2003			ActivitiesforYear:3 FFYGrant: PHAFY:2004		
	DevelopmentName/Number	MajorWork Categories	Estimated Cost	DevelopmentName/Number	MajorWork Categories	Estimated Cost
See	<i>TidewaterGardens6 -2</i>			<i>TidewaterGardens6 -2</i>		
Annual						
Statement	Boilers		180,000	SewerCleaning		20,000
	Kitchens		34,000	CathodicProtection		60,000
	Refrigerators		80,000	Kitchens		40,000
	SecurityScreens		27,000	Ranges		60,000
	Tile		30,000			
	Playgrounds		25,000	Sub		180,000
	Sub		376,000			
	MotonCircle6 -5			MotonCircle6 -5		
	CathodicProtection		45,000	Kitchens		15,000
	Kitchens		10,000	Landscape		100,000
	ExteriorPaint		30,000	Playgrounds		40,000
	Sub		85,000	Sub		155,000
	Diggs6 -6			Diggs6 -6		
	Landscaping		20,000	A/EBoilers		60,000
	CathodicProtection		148,152	Columns		25,000

				Ext. Painting		18,000
	Sub		168,152	Kitchens		20,000
				Tile		15,000
				Ranges		120,000
	Grandy6 -8					
				Sub		258,000
	ReplacementReserves		3,500,000			
	Sub		3,500,000	Grandy6 -8		
	Tidewater6 -9			ReplacementReserve		3,500,000
	Boilers		360,000	Sub		3,500,000
	Kitchens		68,000			
	Refrigerators		160,000			
	SecurityScreens		27,000	Tidewater6 -9		
	Title		60,000			
	Playgrounds		35,000	SewerCleaning		40,000
				CathodicProtection		120,000
	Sub		710,000	Kitchens		70,000
				Ranges		120,000
	YoungTerrace6 -10			Sub		350,000
	Boilers		350,000			
	Kitchens		50,000	Young6 -10		
	Title		40,000			
	AdminBldg/BoilerRoom		75,000	Kitchen		100,000
				Ranges		210,000
	Sub		515,000	Tile		75,000
				ExteriorPaint		75,000
	Calvert6 -11			Sub		460,000

	SewerCleaning		20,000		
	ExteriorPainting		15,000	Calvert6 -11	
			350,000		
	Sub			ExteriorPaint	8,000
			385,000	Columns	8,000
				CommunityCenter	25,000
	Oakleaf6 -12			Kitchens	15,000
				Ranges	85,000
	FanCoilUnits		200,000		
	ExteriorPainting		20,000	Sub	141,000
	Sub		220,000		
				Oakleaf6 -12	
	Partrea6 -18				
				FanCoilUnits	500,000
	Roofs		175,000	Landscaping	25,000
	Generator		40,000		
				Sub	525,000
	Sub		215,000		
				Partrea6 -18	
	Huntersquare				
				InteriorDoors	15,000
	Generator		40,000		
	A/EBoilers		40,000	Sub	15,000
	Interior/ExteriorPainting		60,000		
	Sub		140,000	Huntersquare 6-19	
				HVAC	350,000
	Bobbitt6 -20			Carpet	70,000
	HVAC		200,000	Sub	420,000
	Generators		40,000		

	Sub		240,000	Bobbitt6 -20	
				Carpet	60,152
	Sykes6 -21				
				Sub	60,152
	Tile		75,000		
	Sub		75,000	Sykes6 -21	
				Carpet	25,000
				HVAC	500,000
				Generators	40,000
				Sub	565,000
	TotalCFPEstimatedCost		\$6,629,152		\$6,629,152

CapitalFundProgramFive -YearActionPlan

PartII:SupportingPa ges—WorkActivities

ActivitiesforYear:4 FFYGrant: PHAFY:2005			ActivitiesforYear:5 FFYGrant: PHAFY:2006		
Development Name/Number	MajorWork Categories	Estimate dCost	DevelopmentName/Number	MajorWork Categories	EstimatedCost
Tidewater6 -2			Tidewater6 -2		
Kitchens		40,000	Kitchens		30,000
Caulking		35,000	Tile		30,000
A/E		15,000	Plaster		15,000
GasDistributin		80,000	CathodicProtection		75,000
Bathrooms		20,000	Playground		40,000
Windows		420,000			
			Sub		190,000
Sub		610,000			
			Moton6 -5		
Moton6 -5					
			ScreenDoors		55,200
Caulking		15,000	Kitchens		50,000
Windows		300,000	Tile		30,000
Kitchens		15,000	PMEInteriors		40,000
Tile		10,000	Locks		10,000
InteriorDoors		20,000			
			Sub		185,200
Sub		360,000			
Diggs6 -5			Diggs6 -6		
Caulking		150,000	Windows		300,000
Columns		40,000	Landscaping		35,000

ExteriorPaint		18,000	Kitchens		50,000
Kitchens		40,000	Tile		25,000
Tile		15,000	PMEInteriors		125,000
			Columns		25,000
Sub		263,000	Locks		25,000
			Sub		585,000
Tidewater6 -9					
			Tidewater6 -9		
Kitchens		40,000			
Caulking		70,000	Kitchens		60,000
A/EGasDist.		30,000	Tile		30,000
GasDistribution		160,000	Plaster		30,000
Bathrooms		40,000	CathodicProtection		150,000
Windows		420,000	Playground		40,000
Sub		760,000	Sub		310,000
Young6 -10			Young6 -10		
ReplacementReserves		3,606,152	ReplacementReserves		4,624,252
Sub		3,606,152	Sub		4,624,252
Calvert6 -11			Calvert6 -11		
Windows		500,000	Kitchens		10,000
Landscape		10,000	Tile		10,000
Kitchens		10,000	PMEInteriors		100,000
Tile		10,000	Caulking		30,000
Sub		530,000	Sub		150,000

Oakleaf6 -11			Oakleaf6 -11		
Refrigerators		100,000	Caulking		20,000
Kitchens		25,000	Landscape		20,000
Tile		15,000	Ranges		80,000
Roofs		150,000	Refrigerators		100,700
			WaterHeaters		80,000
Sub		290,000			
			Sub		300,700
Partrea6 -18					
			Partrea6 -18		
PMEInterior		30,000			
			InteriorPainting		35,000
Sub		30,000	ExteriorPainting		35,000
			Refrigerators		45,000
Huntersquare6 -19			Sub		115,000
PMEInterior		30,000			
			Huntersquare6 -19		
Sub		30,000			
			Paving		40,000
			Refrigerators		35,000
Bobbitt6 -20			CoolingTower		30,000
Security/FireSystem		25,000	Sub		105,000
Paving		20,000			
Tubs		25,000			
PMEInterior		30,000	Bobbitt6 -20		
Sub		100,000	Refrigerators		32,000
			Sub		32,000

Sykes6 -21					
FireSystem		20,000	Sykes6 -21		
PMEInterior		30,000			
			Refrigerators		32,000
Sub		50,000			
			Sub		32,000
TotalCFPEstimatedCost		\$6,629,152			\$6,629,152

Work Statement for Year 1	Work Statement for Year 2			Work Statement for Year 3		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	Computer Systems		64,000	Computer Systems	64,000	
	Youth Services		32,000	Youth Services	32,000	
	Staff Training		23,000	Staff Training	23,000	
	Resident Management		51,000	Resident Management	51,000	
	Security		21,000	Security	21,000	
	Learning Centers		42,000	Learning Centers	42,000	
	Resident Management Interns		35,000	Resident Management Interns	35,000	
	Subtotal of Estimated Cost		\$268,000	Subtotal of Estimated Cost		\$0

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statement(s)
Capital Fund Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1	Work Statement for Year 4			Work Statement for Year 5		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	Computer Systems		64,000	Computer Systems		64,000
	Youth Services		32,000	Youth Services		32,000
	Staff Training		23,000	Staff Training		23,000
	Resident Management		51,000	Resident Management		51,000
	Security		21,000	Security		21,000
	Learning Centers		42,000	Learning Centers		42,000
	Resident Management Interns		35,000	Resident Management Interns		35,000
	Subtotal of Estimated Cost		\$268,000	Subtotal of Estimated Cost		\$268,000

Annual Statement/Performance and Evaluation Report**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHAName: Norfolk Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program No: VA36P00650103 Replacement Housing Factor No:					Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE							
VA6 -2	6/30/05			6/30/07			
VA6 -3	6/30/05			6/30/07			
VA6 -5	6/30/05			6/30/07			
VA6 -6	6/30/05			6/30/07			
VA6 -7	6/30/05			6/30/07			
VA6 -8	6/30/05			6/30/07			
VA6 -9	6/30/05			6/30/07			
VA6 -10	6/30/05			6/30/07			
VA6 -11	6/30/05			6/30/07			
VA6 -12	6/30/05			6/30/07			
VA6 -18	6/30/05			6/30/07			
VA6 -19	6/30/05			6/30/07			
VA6 -20	6/30/05			6/30/07			
VA6 -21	6/30/05			6/30/07			
HA-Wide	6/30/05			6/30/07			

Annual Statement/Performance and Evaluation Report**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHAName: Norfolk Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program No: VA36P00650104 Replacement Housing Factor No:					Federal FY of Grant: 2004
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE							
VA6 -2	6/30/06			6/30/08			
VA6 -3	6/30/06			6/30/08			
VA6 -5	6/30/06			6/30/08			
VA6 -6	6/30/06			6/30/08			
VA6 -7	6/30/06			6/30/08			
VA6 -8	6/30/06			6/30/08			
VA6 -9	6/30/06			6/30/08			
VA6 -10	6/30/06			6/30/08			
VA6 -11	6/30/06			6/30/08			
VA6 -12	6/30/06			6/30/08			
VA6 -18	6/30/06			6/30/08			
VA6 -19	6/30/06			6/30/08			
VA6 -20	6/30/04			6/30/06			
VA6 -21	6/30/04			6/30/06			
HA-Wide	6/30/04			6/30/06			

Annual Statement/Performance and Evaluation Report**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHAName: Norfolk Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program No: VA36P00650105 Replacement Housing Factor No:					Federal FY of Grant: 2005
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE							
VA6 -2	6/30/07			6/30/09			
VA6 -3	6/30/07			6/30/09			
VA6 -5	6/30/07			6/30/09			
VA6 -6	6/30/07			6/30/09			
VA6 -7	6/30/07			6/30/09			
VA6 -8	6/30/07			6/30/09			
VA6 -9	6/30/07			6/30/09			
VA6 -10	6/30/07			6/30/09			
VA6 -11	6/30/07			6/30/09			
VA6 -12	6/30/07			6/30/09			
VA6 -18	6/30/07			6/30/09			
VA6 -19	6/30/07			6/30/09			
VA6 -20	6/30/07			6/30/09			
VA6 -21	6/30/07			6/30/09			
HA-Wide	6/30/07			6/30/09			

Annual Statement/Performance and Evaluation Report**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHAName: Norfolk Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program No: VA36P00650106 Replacement Housing Factor No:					Federal FY of Grant: 2006
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE							
VA6 -2	6/30/08			6/30/10			
VA6 -3	6/30/08			6/30/10			
VA6 -5	6/30/08			6/30/10			
VA6 -6	6/30/08			6/30/10			
VA6 -7	6/30/08			6/30/10			
VA6 -8	6/30/08			6/30/10			
VA6 -9	6/30/08			6/30/10			
VA6 -10	6/30/08			6/30/10			
VA6 -11	6/30/08			6/30/10			
VA6 -12	6/30/08			6/30/10			
VA6 -18	6/30/08			6/30/10			
VA6 -19	6/30/08			6/30/10			
VA6 -20	6/30/08			6/30/10			
VA6 -21	6/30/08			6/30/10			
HA-Wide	6/30/08			6/30/10			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Norfolk Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program No: VA36P00650107 Replacement Housing Factor No:				Federal FY of Grant: 2007	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE							
VA6 -2	6/30/09			6/30/11			
VA6 -3	6/30/09			6/30/11			
VA6 -5	6/30/09			6/30/11			
VA6 -6	6/30/09			6/30/11			
VA6 -7	6/30/09			6/30/11			
VA6 -8	6/30/09			6/30/11			
VA6 -9	6/30/09			6/30/11			
VA6 -10	6/30/09			6/30/11			
VA6 -11	6/30/09			6/30/11			
VA6 -12	6/30/09			6/30/11			
VA6 -18	6/30/09			6/30/11			
VA6 -19	6/30/09			6/30/11			
VA6 -20	6/30/09			6/30/11			
VA6 -21	6/30/09			6/30/11			
HA-Wide	6/30/09			6/30/11			

Plan
TableLibrary

AttachmentC

MajorCapitalImprovementsAccomplishments
FiscalYear200 3

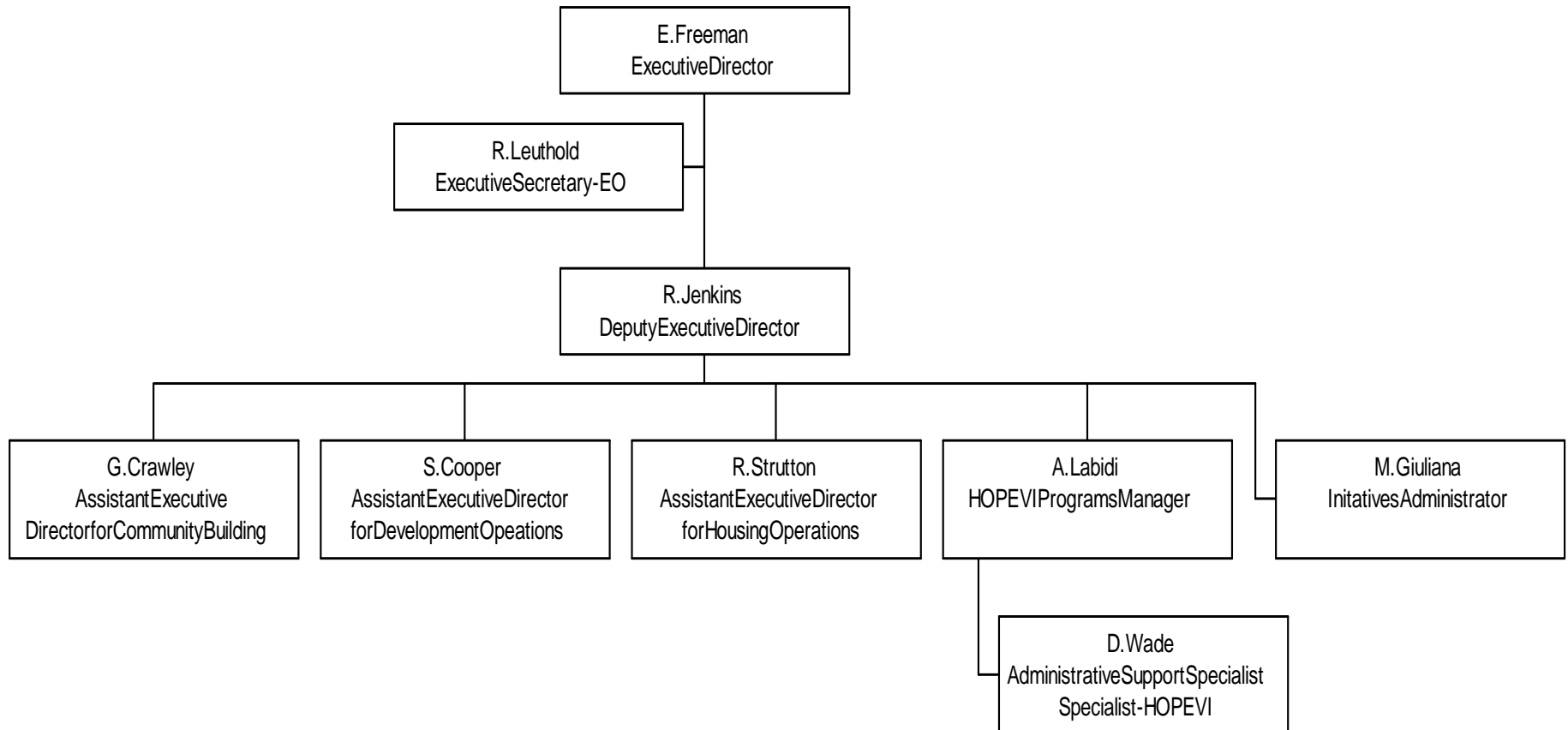
TidewaterGardens	ExteriorDoors	\$640,234
	Roofs	\$564,879
	Gutters&Downspouts	\$180,000
	KitchenCabinets	\$209,695
YoungTerrace	Kitchens	\$173,116
	Refrigerators	\$285,000
Diggstown	Refrigerators	\$158,250
CalvertSquare	Roofs	\$97,337
	Refrigerators	\$120,000
Partrea	Windows	\$103,900
Sykes	HVAC	\$102,813

ATTACHMENTD

ResidentAdvisoryBoardMembers

CarolynMorris	President,OakleafForestTenantManagementCorporation 1959GreenleafDrive 543-3568
BettyCuffee	President,HunterSquareMidriseAdvisoryCouncil 825GoffStreet#231
RosaDemory	President,PartreaMidriseAdvisoryCouncil 701EasyStreet,B111
HattieAnderson	President,DiggstownTena ntManagementCorporation 1619GreenleafDrive 543-0316
EarleneRosboro	President,TidewaterGardensTenantManagementCorporation 1018MarinerStreet 625-2926
HowardWoodhouse	President,BobbittAdvisoryCouncil 5920PoplarHallDr. W307
BettyHarris	President,RobertsVillageTenantManagementCorporation 2771MonroviaDrive 623-1562
BonitaMitchell	Vice-President,RobertsVillageTenantManagementCorporation 2771MonroviaDrive 623-1562
ShirleyMartin	President,GrandyVillageTenantManagementCorporation 705KimballCourt 627-2613
CarolynCorprew	President,CalvertSquareAdvisoryCouncil 893BagnallRoad 625-3070
LarryBlow	President,SykesAdvisoryCouncil 555E.LibertyStreet20 5
StephanieCook	President,YoungTerraceTenantManagementCorporation 823SmithStreet 625-3006

Norfolk Redevelopment and Housing Authority
Executive Office



ATTACHMENT F

Resident Advisory Board Comments on Norfolk Redevelopment and Housing Authority's Annual Plan

April 15, 2003

To Whom It May Concern:

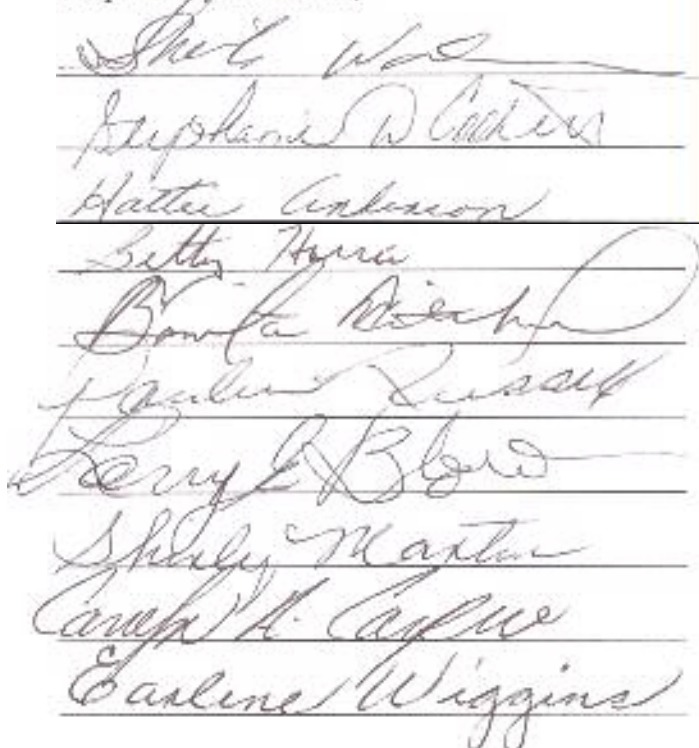
The Resident Advisory Board had numerous meetings with staff of NRHA on the annual plan. Members received copies of the draft annual plan and had the opportunity to provide input. The plan was reviewed in its entirety.

The Commissioners' public hearing was held April 14, 2003. Two members of the Resident Advisory Board shared their concerns and comments received from others on the plan. These concerns were later discussed at the Resident Advisory Board meeting held April 15, 2003.

The Resident Advisory Board wishes to express its dissatisfaction with Congress' mandate that allows public housing residents to have cats and dogs. The dogs have become a nuisance and are difficult to handle in the family communities.

The Resident Advisory Board hereby endorses the NRHA annual plan and concurs with its submission to HUD.

Respectfully submitted,



A vertical list of ten handwritten signatures, each written on a horizontal line. The signatures are: Sheri Wood, Stephanie D. Carter, Hattie Anderson, Betty Hyatt, Bonita Bishop, Pauline Russell, Lerry L. Bled, Shirley Martin, Carol A. Ayler, and Earlene Wiggins.

ATTACHMENT G

**Proposed Housing Choice Voucher Homeownership Program Amendment to
NRHA Section 8 Housing Choice Voucher Program Administrative Plan
Chapter 2 0 “Special Housing Types”
Date: January 15, 2003**

HOMEOWNERSHIP [24CFR982.625]

The homeownership option is used to assist a family residing in a home purchased and owned by one or more members of the family.

The PHA must approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.

The PHA may make homeownership available to all who qualify, or restrict homeownership to families or purposes defined by the PHA. The PHA may also limit the number of families assisted with homeownership.

*The PHA will offer the homeownership option to all applicant and participant families who meet the eligibility requirements listed below.

*The PHA will offer the homeownership option only to participating families who meet one of the following requirements.

- Are currently enrolled in the Family Self-Sufficiency (FSS) Program and in compliance with the FSS contract.
- Are graduates of the PHA's Family Self-Sufficiency FSS program.
- Are currently enrolled and participating in a self-sufficiency program operated by a Federal, State or local agency.
- The PHA will limit homeownership to a maximum of 25 families at any given time.

Eligibility Requirements [24CFR982.627]

The family must meet all of the requirements listed below before the commencement of homeownership assistance.

The family must be eligible for the Housing Choice Voucher program.

The family must qualify as a first-time homeowner, or may be a co-operative member.

At least one adult family member who will own the home must be currently employed full time and must have been continuously employed for one year prior to home ownership assistance.

HUD regulations define “full time employment” as not less than an average of 30 hours per week.

The Federal minimum employment requirement does not apply to elderly or disabled families.

Any family member who has previously defaulted on a mortgage obtained through the Homeownership option is barred from receiving future home ownership assistance.

*The PHA will impose the following additional initial requirements:

*Minimum annual income of \$18,000

*Preference for Hope VI families (Roberts and Bowling)

*The family has had no family -caused violations of HUD’s Housing Quality standards within the last [1 year/specify time period].

*The family has lived in NRHA section 8 or public housing at least one year immediately prior to being accepted into the homeownership program.

*The family does not owe money to the PHA.

*The family is in good standing with their landlord and PHA contract.

*[List additional PHA requirements]

*The family will obtain written release from their landlord regarding their assisted lease agreement.

Homeownership Counseling Requirements

When the family has been determined eligible, they must attend and complete homeownership counseling sessions. These counseling sessions will be conducted by NRHA staff. Such counseling shall be consistent with HUD -approved housing counseling.

The following topics will be included in the homeownership counseling sessions but not limited to:

- *Homemaintenance review of utility and maintenance costs;
- *Budgeting and money management; (including savings)
- *Credit counseling;
- *Selecting a home
- *The home purchase process
- *Contracts (including buyers and sellers rights)

*How to obtain home ownership financing and loan preapprovals, including a description of types of financing that may be available, and the pros and cons of different types of financing;

Eligible Units [24CFR982.628]

The unit must meet all of the following requirements:

The unit must meet HUD's "Eligible Housing" requirements. The unit may not be any of the following:

- A public housing or Indian housing unit;
- A unit receiving Section 8 project-based assistance;
- A nursing home, board and care home, or facility providing continual psychiatric, medical or nursing services;
- A college or other school dormitory;
- On the grounds of penal, reformatory, medical, mental, or similar public or private institutions.

The unit was already existing or under construction at the time the family was determined eligible for home ownership assistance.

The unit is a one-unit property or a single dwelling unit in a cooperative or condominium.

The unit has been inspected by the PHA and by an independent inspector designated by the family.

The unit meets HUD Housing Quality Standards.

The PHA must not approve the seller of the unit if the PHA has been informed that the seller is debarred, suspended, or subject to a limited denial of participation.

PHA may request a disclaimer statement from the seller.

PHA Search and Purchase Requirements [24CFR982.629]

The PHA has established a maximum time of 12 months that will be allowed for a family to locate and purchase a home. Thirty day extensions may be granted for good cause up to eighteen months.

ThePHAwillrequireperiodicreportsonthefamily'sprogressinfindingandpurchasing ahome.*Suchreportswillbeprovidedbythefamilyatintervals of30calendardays..

Ifthefamilyisunabletopurchaseahomewithinthemaximumtimelimit,thePHAwill continuetoassistthefamilywithavouchertoleaseaunit.

InspectionandContract [24CFR982.631]

TheunitmustmeetHousingQualityStandards,andmustalsobeinspectedbyan independentprofessionalinspectorselectedandpaidbythefamily.

Theindependentinspectionmustcovermajorbuildingsystemsandcomponents.The inspectormustbequalifiedtoidentifyphysicaldefectsandreporonpropertyconditions, includingmajorbuildingsystemsandcomponents.Thesesystemsandcomponents include,butarenotlimitedto:

- Foundationandstructure;
- Housinginteriorandexterior;
- Roofing;
- Plumbing,electricalandheatingsystems.

TheindependentinspectormustnotbeaPHAemployeeorcontractor.ThePHAwillnot requirethefamilytouseanindependentinspectorselectedbythePHA,butthePHAhas establishedthefollowingstandardsforqualificationofinspectorsselectedbythefamily.

*ThePHArequiresthefollowingqualificationsforindependentinspectors:

Licensedinspector:MembershipintheAmericanSocietyofHousingInspectors(ASHI) orcomparableorganization.

CopiesoftheindependentinspectionreportwillbeprovidedtothefamilyandthePHA. Basedontheinformationinthisreport,thefamilyandthePHAwilldeterminewhether anypre-purchaserepairsarenecessary.

ThePHAmaydisapprove theunitforhomeownershipassistancebecauseof informationinthereport.

Thefamilymustenterintoacontractofsalewiththeselleroftheunit.Acopyofthe contractmustbegiventothePHA.Thecontractofsalemustspecifythepriceandterms ofsale,andprovidethatthepurchaserwillarrangeforapre-purchaseindependent inspectionofthehome.Thecontractmustalso:

Providethatthepurchaserisnotobligatedtobuytheunitunless theinspectionis satisfactory;

Provide that the purchaser is not obligated to pay for necessary repairs; and

Contain the seller's certification that he or she has not been debarred, suspended or subject to a limited denial of participation.

Financing [24CFR982.632]

The family is responsible for securing financing. The PHA has established financing requirements, listed below, and may disapprove proposed financing if the PHA determines that the debt is unaffordable.

*The PHA will prohibit the following forms of financing:

- *balloon payment mortgages

- *variable interest rate loans

- *seller financing – may be considered on a case by case basis.

- *The PHA will require a minimum cash down payment of one percent of purchase price to be paid from the family's own resources.

Continued Assistance [24CFR982.633]

Homeownership assistance may only be paid while the family is residing in the home. The family or lender is not required to refund homeownership assistance for the month when the family moves out.

The family must comply with the following obligations:

The family comply with the terms of the mortgages securing debt incurred to purchase the home, or any refinancing of such debt.

The family may not convey or transfer ownership of the home, except for purposes of financing, refinancing, or pending settlement of the estate of a deceased family member. Use and occupancy of the home are subject to CFR 982.551(h) and (i).

The family must supply information to the PHA or HUD as specified in CFR 982.551(b). The family must further supply any information required by the PHA or HUD concerning mortgage financing or refinancing, sale or transfer of any interest in the home, or homeownership expenses.

The family must notify the PHA before moving out of the home.

The family must notify the PHA if the family defaults on the mortgage used to purchase the home.

No family member may have any ownership interest in any other residential property.

*The family must attend and complete ongoing home ownership counseling.

*NRHA will not require an annual Housing Quality Standards Inspection after the first three years of home ownership

Before commencement of home ownership assistance, the family must execute a statement in which the family agrees to comply with all family obligations under the home ownership option.

Maximum Term of Homeownership Assistance [24CFR 982.634]

Except in the case of elderly or disabled families, the maximum term of homeownership assistance is:

15 years, if the initial mortgage term is 20 years or longer, or

10 years in all other cases.

The elderly exception only applies if the family qualifies as elderly at the start of homeownership assistance. The disabled exception applies if, at any time during receipt of homeownership assistance, the family qualifies as disabled.

If the family ceases to qualify as elderly or disabled during the course of homeownership assistance, the maximum term becomes applicable from the date assistance commenced. However, such a family must be afforded at least 6 months of homeownership assistance after the maximum term becomes applicable.

If the family receives homeownership assistance for different homes, or from different PHAs, the total is subject to the maximum term limitations.

Homeownership Assistance Payments and Homeownership Expenses [24CFR 982.635]

The monthly homeownership assistance payment is the lower of: the voucher payment standard minus the total tenant payment, or the monthly homeownership expenses minus the total tenant payment.

In determining the amount of the homeownership assistance payment, the PHA will use the same payment standards schedule, payment standard amounts, and subsidy standards as those described in this plan for the Housing Choice Voucher program.

The PHA will pay the homeownership assistance payment to the family or to the lender at the discretion of the PHA.

Some homeownership expenses are allowances or standards determined by the PHA in accordance with HUD regulations. These allowances are used in determining expenses for all homeownership families and are not based on the condition of the home.

Homeownership expenses include:

- Principal and interest on mortgaged debt.
- Mortgage insurance premium.
- Taxes and insurance.
- The PHA utility allowance used for the voucher program.
- The PHA allowance for routine maintenance costs.
- The PHA allowance for major repairs and replacements
- Principal and interest on debt for improvements.

*If the home is a cooperative or condominium, expenses also include operating expenses or maintenance fees assessed by the homeowner association.

Portability [24CFR 982.636, 982.353(b) and (c), 982.552, 982.553]

Subject to the restrictions on portability included in HUD regulations and in Chapter 13 of this plan, the family may exercise portability if the receiving PHA is administering a voucher homeownership program and accepting new homeownership families.

The receiving PHA may absorb the family into its voucher program, or bill the initial PHA. The receiving PHA arranges for housing counseling and the receiving PHA's homeownership policies apply.

Moving With Continued Assistance [24CFR 982.637]

A family receiving homeownership assistance may move with continued tenant-based assistance. The family may move with voucher rental assistance or with voucher homeownership assistance. Continued tenant-based assistance for a new unit cannot begin so long as any family member holds title to the prior home.

**The PHA prohibits more than one move by the family during any one year period.*

*The PHA will deny permission to move with continued rental or homeownership assistance if the PHA determines that it does not have sufficient funding to provide continued assistance.

*The PHA will require the family to complete additional homeownership counseling prior to moving to a new unit with continued assistance under the homeownership option.

Denial or Termination of Assistance [24CFR 982.638]

Termination of homeownership assistance is governed by the policies for the Housing Choice Voucher program contained in chapter 15 of the Administrative Plan. However, the provisions of CFR 982.551(c) through (j) are not applicable to homeownership.

The PHA will terminate homeownership assistance if the family is dispossessed from the home due to a judgment or order of foreclosure.

*ThePHAwillpermitsuchafamilytomovewithcontinuedvoucherrental assistance. However,rentalassistancewillbedeniedifthefamilydefaultedonan FHA-insuredmortgage,andthefamilyfailstodemonstratethat:

ThefamilyconveyedtitletothehomeasrequiredbyHUD,and
ThefamilymovedwithintheperiodrequiredbyHUD.

*ThePHAwillnotpermitsuchafamilytomovewithvoucherrentalassistance.

*ThePHAwillterminatehomeownershipassistanceifthefamilyviolatesanyofthe familyobligationscontainedinthissection.

*ThePHAwillterminatehomeownershipassis tanceifthefamilyviolatesanyofthe followingfamilyobligations:

- *Transferorconveyanceofownershipofthehome;
- *ProvidingrequestedinformationtothePHAorHUD;
- *NotifyingthePHAbeforemovingoutofthehome;
- *Refusaltoparticipateinpo sthomeownershipcounselingwhenrequiredby NRHA

**Community Service Requirement Implementation Plan in accordance with
Department of Housing and Urban Development Quality Housing and Work
Responsibility Act (QHWRA)**

Goal: Increase resident participation in required 96 hours of community service volunteer activities to enhance employability skills that lead to self-sufficiency and a productive community.

Target Population: All public housing residents, who are 18 years and older.

Exempt individuals are: 62 years or older

1. Employed
2. Primary Caretaker of a disabled individual
3. Blind or Disabled
4. Full-time student (college, vocational)
5. VIEW participant
6. Job Training/Job Readiness participant

All residents will be required to bring in documentation of employment, school enrollment, job training/job readiness, and/or VIEW at the time of re-certification. Participation in approved programs must be verified in writing. A blind or disabled person may certify that he/she is unable to comply with the community service requirement because of the disability. There-exam process will be considered incomplete without community service determination for every household member and lease may not be renewed.

*Upon receipt of appropriate documentation, the resident will be determined to be a **Community Service Participant** or **exempt**. The community service participant will be referred, assigned, or approved for an acceptable volunteer program at the time of interview.*

Community Service activities should enhance the participants' employability or introduce them to a new job skill. Examples of Community Service Activities include but are not limited to the following: tenant patrols, cafeteria monitor, classroom assistant, job readiness/job training program, youth tutorial program assistants, community clean-up campaigns. Certification programs i.e. A+, barber, nail technician, computer lab assistants, RMC/TMC office aide, assist the elderly, USDA Summer Feeding Program and Kid Café assistants, etc., also qualify.

*The Resident Services Specialists or Youth Career Development Specialist will refer the eligible resident to an appropriate program according to the needs of the resident. For this program, the RSS or YCDS will be referred to as the **Placement Manager**. Placement of adults, ages 18-22 will be managed by the YCDS and placement of adults over 22 will be managed by the RSS. As often as possible, short-term or part-time employment will be offered to those participants who have completed various training or programs.*

Residents will be responsible for reporting monthly on volunteer participation to insure accurate and timely documentation. Resident will be notified if they have not completed the required volunteer hours. RSS will provide monthly report to management. Failure to complete the required 96 hours will be considered a lease violation.

Goals will be set for each community to assist participants to qualify for the exempt status as a result of their participation in community services.

Community Service Volunteer Program

I. REFERRAL PROCESS

- ◆ *The Manager will refer any member of the household who is not exempt to the Resident Services Specialist.*
- ◆ *Once the resident is certified as a required participant, a **Community Service Assessment Form** is completed for the purpose of determining the employment needs and interests of the resident. Once the assessment is completed, the resident is either referred to the Youth Career Development Specialist for placement or remains with the Resident Specialist for placement (hereby referred to as **Placement Manager**)*
- ◆ *A community service volunteer site is identified by the Placement Manager and the resident and an appropriate referral is made to an economic self-sufficiency, community service, or youth service program*
- ◆ *Resident will receive a **Volunteer Activity Card, Community Service Time Sheet and Referral Form** from the Placement Manager to take to the assigned site. The Placement Manager will also send copies of the same documents to the site manager. The resident has 5 working days to make contact with the site supervisor.*
- ◆ *Placement Managers will receive the Community Service Time Sheet from the site supervisor. Participation in approved programs will count toward fulfillment of community services requirement. (All residents certified to participate in the Community Service Program must contribute 8 hours per month of community service, participate 8 hours a month in an economic self-sufficiency program or 8 hours a month of combined activities). Upon completion of the program, the site manager will send the Volunteer Activity Card to the placement manager.*
- ◆ *Resident participation will be reviewed monthly to determine compliance and progress.*
- ◆ *Resident can change exemption status by providing documentation to Resident Services Specialist.*

I. IMPLEMENTATION STRATEGY / STAFF TRAINING for Community Services Volunteer Program

- ◆ ***Re-Exam notification letter** sent out under manager's signature 60 days prior to re-exam*
- ◆ ***Community Service Requirement Exemption Form** completed by Administrative Specialist on every household member 18 years and older.*
- ◆ ***Community Service Assessment Form** completed by RSS on every adult household member certified as a community service participant. Names of certified*

participants will be given to manager, tracking agent and Youth Career Development Specialist. Appropriate referral/placement made. If resident fails to make contact, the Placement Manager will notify the tracking agent.

- ◆ *Tracking agent will notify resident of non-compliance by call, home visit, or letter*
- ◆ *Community Service Site Placement Log is completed by Volunteer Placement Manager and sent to tracking agent*
- ◆ *Status Report completed by tracking agent and forwarded to Resident Services Specialist*
- ◆ *Consequence for Non-Compliance (referred to manager)*
- ◆ *Resident Services Specialist will track number of participants whose voluntary community services activities resulted in employment, job training/job readiness, enroll in FSSP program or other self-sufficiency activities.*

***Training for Resident Organizations
to
Implement Tracking of Community Services Volunteers***

***Board duly elected
Current 501C3 organization
Internet Access
Qualified Office Manager (administrative skills)
Documented regular board and community meetings
Demonstrated fiscal responsibility
Active Core Team/Youth Coalition Committee Members
Participate in 2-hour Training on the Community Services Volunteer Program***

RESPONSIBILITIES OF TRACKING AGENT

Setup tracking schedule

Receive names of certified participants

Notify participants if out of compliance through friendly phone call, visit or letter

Receive Community Service Site Placement Forms

Provide monthly report of participants' compliance and progress to management office

Provide complete package of information of Community Services Volunteer Program

QUALITY HOUSING WORK RESPONSIBILITY ACT COMMUNITY SERVICES REQUIREMENT REFERRAL FORM

Certified Participant: _____

Address&Unit:_____

Phone:_____

Dateofcertification:_____

#ofhourstocomplete:_____

Dateofre -certification:_____

ReferringAgency: NorfolkRedevelopmentandHousingAuth ority

ContactPerson:_____

Title:_____

Phone:_____

Igivemypermission toreleaseinformationregardingmycommunityserviceparticipationtoNorfolk RedevelopmentandHousingAuthority.

Participant'sSignature Date

Comments:

Definition of Significant Deviation and Modification to the Annual Plan

NRHA's local definition of "substantial deviation" is as follows: Any substantial deviation, significant amendments in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency will require a public hearing and the approval of the Board of Commissioners.

ATTACHMENT J

Section 8 Capacity Statement

Norfolk Redevelopment and Housing Authority (NRHA) has the capacity, commitment and resources to move forward with the implementation of an effective Section 8 Homeownership Voucher Program. We have been providing housing opportunities for low to moderate-income persons for quite a few years. NRHA has a "HomeNet" program offered through the development division, which provides homeownership opportunities for low to moderate-income persons who reside in the city of Norfolk.

Currently within our housing operations division, housing opportunities are provided for public housing residents through our Family Self-Sufficiency program and Transitional Housing program. We have five certified housing counselors to implement ongoing extensive individual homeownership counseling sessions with our families to help them achieve the goal of homeownership. We have an ongoing twenty-two-month Homebuyers Club, which also includes an intensive educational program. For club graduates, this training program will equip families with the necessary tools to make a smooth transition from subsidized rental housing to homeownership. As of date, we have been very successful in averaging 55 new homeowners a year from our various homeownership programs.

ATTACHMENT K

Residents serving on NRHA Governing Board

Ms. Hattie Anderson, a resident of Diggstown public housing community, is currently serving on the NRHA Board of Commissioners. The Norfolk City Council appointed Ms. Anderson to the Board. She is also the President of the Diggstown Tenant Management Corporation. Her home address is 1729 Cypress Street, Norfolk VA 23523, 757.543.5210. Her work address is 1619 Greenleaf Drive, Norfolk VA 23523, 757.543.0316.

Voluntary Conversion

NRHA conducted an assessment of its public housing communities, which revealed the following:

- We have four (4) elderly developments (Partrea, Sykes, Bobbitt, and Hunter Square) that are exempt.
- We have three developments (Bowling Green, Roberts Village East and Roberts Village), that are also exempt because they are part of a HOPE VI project.
- We have another development (Grandy Village) that is currently undergoing major renovation.
- Moton Circle, our smallest community, recently underwent renovation.
- The remaining three (3) developments (Tidewater Gardens North and South, and Young Terrace) are inappropriate for conversion because it would be more expensive to convert than to continue operating the communities as public housing.

NRHA had a study done by ABT Associates to examine our public housing stock. It was determined by ABT that while our housing is obsolete because of size and amenities, it is still viable housing. Further, the physical limitations and the lack of modern amenities make it difficult to compete in the current rental market.

In addition to the limiting physical conditions in our public housing developments, the following factors have an adverse effect on the availability of affordable housing in the community:

- NRHA maintains a public housing and section 8 waiting list, which demonstrates the great need for affordable housing.
- The potential effect of our HOPE VI project which will have a net effect on reducing our public housing units available to families by over 300 units.
- During HOPE VI relocation and rehousing, higher demands will be made on Section 8 resources and available affordable market rate units in the community.